

## ROXBURY SELECTBOARD MEETING

MINUTES OF NOVEMBER 21, 2016

7:03PM - 8:40PM

MEMBERS: Chair Steve Twombly and Vice-Chair Jeremy Reed

STAFF: Selectboard Assistant Tammy Legacy

PUBLIC: Ryan Zajac

1. The meeting was called to order at 7:03PM.
2. Additions/Deletions to Agenda: Selectboard Assistant Tammy Legacy asked that Holden Engineering and Unifirst be added to the agenda.
3. Jeremy moved to approve the minutes as amended. The motion was seconded and passed with a vote of 1 to 0 (Jeremy abstained from voting).
4. Holden Engineering Report was discussed. The Board will discuss further at the next Board meeting. The Board approved final payment to Holden Engineering (\$3,300.00).
5. Public
  - a) On behalf of the Round Table Group, Ryan requested permission to have an ice skating rink on the former Garner property (next to Town Office). The group is considering having a Winter Carnival in February and would like to have the ice skating rink available. The group would like to have the rink ready prior to the event. Insurance was mentioned; Tammy stated she has asked the insurance carrier and there is no concern with a rink. The Board had no objections to the ice skating rink; Jeremy stated he did not want the Town to have any financial responsibility. Gerry D'Amico and Ryan have measured the area; 35 yards of sand would be needed to level a 30 x 60 area. The Board wants the property to be cleaned up after the season has ended.
6. Road Commissioner's Report
  - a) No update on equipment
  - b) No update on roads.
  - c) VCDP Grant Update - The Town received the first payment for work completed (\$135,213.00).
  - d) Rabbit Hollow Road - Bridge Closure - Shelley Roux is concerned that the closure of a bridge in the Town of Northfield will increase the traffic and cause excessive damage to Northfield Road. The Board understood Shelley's concern but felt they could not do anything to stop the traffic. Steve will contact Shelley to discuss the situation.
7. Financial Report
  - a) The Board approved the 2nd installment of taxes to the School (\$183,404.80).
  - b) The Board approved the yearly payment to the Town of Northfield for ambulance service (\$11,747.00). This reflects a \$17.00 per capita rate for 691 residents.
  - c) The Board reviewed the orders. Jeremy moved to approve the orders. The motion was seconded and passed with a vote of 2 to 0.
  - d) The Town received the PILOT payment from the State (12,037.18).

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8. Unfinished Business
  - a) Employee health insurance was discussed.
  - b) Health Equity account was discussed.
  - c) Water Testing - Town Office - no update at this time.
  
9. New Business
  - a) VLCT Dues - the 2017 dues will be \$1,768.00. (see attached)
  - b) Error & Omissions - An error was made by the Listers that affected the tax payment made by a resident. A memo was submitted by Sally Archer explaining the situation. Jeremy moved to approve the Lister's request to approve the Error & Omissions. The motion was seconded and passed with a vote of 2 to 0. (see attached memo)
  
10. Other Business
  - a) Tammy and the Board discussed the Unifirst contract for the Town Office. The Board agreed to approve the contract with changes (no cleaning rags or mop). The Town Clerk will purchase those supplies.
  
11. Executive Session - Legal Matter- Steve moved to enter into executive session to discuss a legal matter with an invitation to Tammy Legacy. The Board entered executive session at 8:03PM. The Board exited executive session at 8:10PM. No action taken.
  
12. Executive Session - Union Contract - Steve moved to enter into executive session to discuss contractual matter with an invitation to Tammy Legacy. The Board entered executive session at 8:10PM. The Board exited executive session at 8:25PM. No action taken.
  
11. The Board discussed the Fire Department's financial aspect to the Town and services to Town.

With no further business to discuss, the meeting adjourned at 8:40PM.

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Tammy Legacy, Selectboard Assistant  
Approved on December 5, 2016